

Report to: **Cabinet**

Date: **15 March 2005**

By: **Director of Law & Performance Management**

Title of report: **Council Plan 2005/06 – Second Draft**

Purpose of report: **To provide Cabinet with an update on progress in producing the 2005/06 Council Plan**

Recommendation: The Cabinet is requested to recommend that the County Council approve the Council Plan 2005/06.

1. Financial Implications

1.1 There are no financial implications directly associated with this report.

2. Background

2.1 The content of all chapters has been reviewed since the first draft. Measures have been added where there were gaps and have been made more quantifiable and less process based. There are, however, still many examples of process measures. In some cases these are inevitable given the strategic level of the plan, however, some additional re-drafting will need to be completed.

2.2 This draft will be made available to staff via the intranet after it is agreed by County Council on 5 April although further refinement of measures and actions will need to be completed before the end of May when the final version goes through Cabinet.

3. Council Plan Content

3.1 In addition to the developmental work that has already been completed on the key service targets this version also includes the new style introductions to each chapter as well as an executive summary of achievements over the past 12 months and both mid and long term objectives. This new format has been introduced in order to ensure that key areas of development are easily identified and defined in the clearest way possible. In addition, this format fits with the website Plain English Crystal Mark which allows the reader to access enough detail at each level to become more informed each time, rather than trying to make all the information available on one screen through a lengthy piece of text. This summary should, therefore, be no more than one page long so that attention is focussed on a small number of key achievements and objectives. In addition, the Council Plan this year has been written for a website audience when shorter, more focussed pieces of written work are more appropriate.

3.2 As mentioned in paragraph 3.1 one of the key drivers for the style of writing and presentation this year will be to comply with the requirements of the Plain English Crystal Mark. It is very likely that the content in this version will need to be edited before it goes onto the intranet in April in order to comply with the Crystal Mark.

3.3 In some cases departments have still not been able to set targets and measures where these are reliant on financial outturns. Where this is the case a note indicates that the information will be added when it becomes available in early July.

4. Next Steps

- 4.1 The final information regarding BVPI tables, finance data, a Public Service Agreement summary, an update of consultation and scrutiny activities during the year and a link to the annual efficiency statement will be added in the period between April and July, with the final copy of the Plan being agreed during June 2005. At the same stage any changes to the format of the Plan will be completed as a result of the local election on 5 May and as a result of service re-structuring following on from the Children Act.
- 4.2 A limited number of printed copies of the plan will be available, primarily for Members, Senior Officers and key partners after the final version is published in early July. Full copies will be placed in libraries and agreed access points across the County. Printed copies will be available before that time through committee papers.

5. Conclusion and Reason for Recommendation

- 5.1 The Cabinet is requested to note the progress in developing the Council Plan for 2005/06 to recommend that the County Council approve the Council Plan 2005/06.

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